

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Council Meeting held at the Sarah Roope Trust Rooms**  
**on Tuesday 9<sup>th</sup> April 2019 at 7.00pm**

**Present:** Councillors: L Maurer (Chairman), J Hawkins, B Longland, L Payne, H Newcombe, M Trevorrow, E Jones, R Searle.

**In Attendance:** Miss Sue Balsdon – Clerk to the Council.

There were 5 members of public present.

**C/391/18 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/392/18 – To receive any apologies for absence from the Meeting.**

Cllr J Henshall, Cllr E Parkes, District Cllr R Rowe, District Cllr H Bastone.

**C/393/18 - To receive any Declaration of Interest. [Councillors are also reminded that they must register any new interest or change in any interest already registered within 28 days of that new interest or change].**

There were no declarations of interest noted.

***The Council Meeting was suspended to allow members of the public to ask questions and make representations to the Council:***

Nick Hindmarsh from Dartmouth Caring gave a short presentation to the Council with regards to the services they provide and how these might be developed in Kingswear. Mr Hindmarsh advised of a community event taking place on 27<sup>th</sup> April in the Flavel – Representatives from sport, gardening, arts history and health will be attending.

The issue of residents parking was raised by a resident in relation to providing open spaces. They advised that these could easily be created by moving gateway signs and there would be no additional cost.

Concerns were also raised with regards to the drain on Ridley Hill. The Council advised that Highways have been chased, but unfortunately the repair work will not take place until the new financial year. Blocked Drains on Fore Street were reported - These will be checked and Devon County Council notified if required.

A resident advised that a litter pick had taken place in Jubilee Park and eight bags of rubbish collected.

An enquiry was made with regards a payment to Dart Harbour of £952 - The Clerk will contact the resident to provide clarification on this matter.

***The Council will receive the following reports if available:***

**i) Devon County Councillor – Cllr Jonathan Hawkins**

The adoption of the joint local plan for South Hams, West Devon and Plymouth was approved by South Hams District Council.

Ongoing negotiations are continuing for the Health and Well Being Centre between the CCG and South Hams and a planning application is due to be submitted at the end of the Summer.

An exhibition by Bakers Estate was held at the Leisure Centre in Dartmouth with reference to the West Dart Development of 450 houses. There are S106 funds due from this development and it is hoped that this will fund a full sized Hockey Pitch for the Dartmouth Hockey Team.

A HATOC meeting was held at South Hams. Two sites in Kingswear have been put forward for formal consultation:

- a) Higher Contour Road (junction with Lower Contour Road) – introduce double yellow lines to prevent obstruction parking at the junction.
- b) Higher Contour Road (near Wood Lane) – reduction of double yellow lines to introduce one more parking space allowing a resident to park across their own driveway.

Cllr Hawkins met with a new contractor to request a quote for providing the Christmas Lights for Kingswear in December. At this meeting concerns were raised as to whether the light columns are strong enough to hold the string of lights and this has been queried with Les Pym at Devon County Council.

Cllr Hawkins has also asked for the street lights in Fore Street to be replaced in the next few years, with

lighting the same as is used on the Dartmouth Embankment.

Lisa Edmonds from Highways has also been contacted again about the bollards in Fore Street and hopefully these will be replaced before the Summer season.

Cllr Hawkins has contacted South Hams District Council about the accident on the junction of Higher Contour Road and Brixham Road and has asked that the road sign be replaced. SHDC have now replaced the sharp bend warning sign approaching this junction.

Cllr Hawkins noted that there are some Councillors who will not be standing again in the May elections and thanked them for their comradeship, help and support over the last few years.

## **ii) South Hams District Councillors**

### **Cllr Rosemary Rowe**

At a recent Special Council Meeting the adoption of the South Hams, West Devon and Plymouth Joint Local Plan was approved - This will take us up until 2034. They have decided to be part of The Devon Audit Partnership as a non-voting member. They are increasing the size of our own Audit Committee from 5 to 7 members as there can be occasion when the committee may not be quadrate.

SHDC have adopted the Neighbourhood Plans for Stoke Fleming, Marlborough and Bickleigh Parishes. This was the last Full Council meeting in the life of this council. We will see many changes in the next Council. It will be an interesting period with much more emphasis put on members, member training and the use of more technology. There will be no hard copies issued to anyone, which at present there have been one or two exceptions. I had a meeting with the enforcement team ref .our parish, the contents of which will be finalised soon.

This is the last meeting in the life of this Parish Council; I wish those of you who are not seeking re-election well. Those who are continuing with the work of the Parish Council, I wish you all the best as it is not an easy task and hopefully My two colleagues and myself will be elected to represent this ward for the coming four years.

### **Councillor Hilary Bastone**

#### Key messages April 2019

1) 2019 Capital Strategy, investment strategy and Treasury Management strategies approved. The Council also plans to incur up to £60 m of capital over the medium to longer term to fulfill the development and acquisitions below:

- a new build development in Kingsbridge which would be let to a major U.K operator
- Acquisition of approx 10 acres of commercial land in Sherford
- Health and well-being Hub in Dartmouth

The Strategies also include £15.291 million to enable the immediate roll out of:

- Office development on a brown field site in Totnes
- Construction of 7 chalet style beach huts at Beesands to also include a new play Park
- Single deck additional parking at Shadycombe Car Park Salcombe
- Construction of 5 employment units in Batson
- £8.5 million for community housing

2) Adopted the Joint Local Plan

3) Agreed to join the Devon Audit Partnership as a non-voting member

4) Audit Committee size to be 7

5) Adopted the Marlborough, Stoke Fleming and Bickleigh Neighbourhood Plans

6) Contaminated re-cycling costs money. Please re-cycle clean products

7) Iese award. Bronze award for IT transition demonstrated its success during storm Emma (beast from the east) and significantly reducing our carbon footprint by flexible working from home.

8) Signing of the Waste procurement with FCC

9) Web-site link to the new Neighbourhood plans portal. Learn from each other.

**iv) Police – None.**

***The Council will reconvene to discuss the following items:***

**C/394/18 - To resolve to approve the following minutes subject to any amendments  
[Amendments to the Confidential Minutes to be noted and documented in Part II:]**

- i. Full Council Meeting – 12<sup>th</sup> March 2019
- ii. Full Council Meeting – 12<sup>th</sup> March 2019 (Confidential)
- iii. Planning Committee Meeting – 26<sup>th</sup> March 2019

It was resolved to approve the minutes without amendment.

**C/395/18 - To resolve to approve the Expenditure of the Council for the period 05/03/19 – 03/04/19 – see attached.**

It was resolved to approve the Expenditure of the Council for the period 5<sup>th</sup> March 19 to 3<sup>rd</sup> April 19.

**C/396/18 - To present for review – Year End Finance Report and Bank Reconciliation.**

The Income and Expenditure report for month ended 31.3.19 together with a year-end variance analysis was reviewed by Councillors.

**C/397/18 - To receive an update – Neighbourhood Plan.**

A meeting was held with Liz Beth to review the plan - There are a few alterations to make and she is working on the characters assessment. The neighbourhood planning group have received initial comments from South hams on the plan and they have suggested several minor amendments and they also wish to discuss the 50% of permanent residency policy for Noss on Dart. They also suggest we reduce the percentage of affordable housing in any development of the local need from 80% to 60%. The group will be taking advice from their planning consultant in relation to this. Revised proposals will be given to the Council in due course. South hams will also assess the plan for the strategic environmental and habitat regulation assessments which they estimate will take about three weeks. It will then be a further couple of months for all the consultees to respond after that and then a final review of the plan. There will then be a six-week consultation with all residents of the parish.

There is no expenditure for the Neighbourhood Planning Group this month.

**C/398/18 - To receive an update from Councillor Payne – Registration of Jubilee Park / Waterhead Creek with the Land Registry.**

Unfortunately the information sent to the pro bono lawyer was insufficient for registering the title of Jubilee Park/Waterhead Creek. Conveyances relating to the land have been requested from the Council's Solicitor and these will be forwarded on to the lawyer as soon as they are received.

**C/399/18 - To receive a report from Councillor Payne – New Proposal for Residents Parking produced by DCC Highways.**

A copy of the new Residents Parking proposal has been sent to all Councillors. Cllr Payne recommended that this improved proposal be sent to Residents for them to vote on. The following concerns were raised by Councillors:

- i) The requirement for short term parking to only be allowed in designated bays had not been fully explored as being necessary.
- ii) The map was only in draft form and the final map would be sent out without having been seen and approved by the council.
- iii) Concern over cost of scheme £10,000 - The Council's precept would have to be increased again in 2020/21 to pay for this.
- iv) Concern that only residents in Kingswear would be allowed permits not Hillhead, but the increase in precept would affect both wards.
- v) Confirmation of the number of spaces provided in the scheme had not been provided or the number of permits that would be allocated.

**Please also see the Residents Parking Working Group Report (Appendix 1).**

**C/400/18 - To resolve to approve the new Proposal for Residents Parking and the distribution of this with voting slips to Kingswear residents.**

The Council voted against distributing the new proposal to Residents and agreed to delay a decision on this matter until the new Council is formed in May.

**C/401/18 - To receive a report from Councillor Maurer – Undergrounding Power Cables.**

The South Devon AONB is working with other protected landscapes in the South West to develop projects which secure investment from Western Power Distribution. As part of an Ofgem approved voluntary initiative, the Western Power Distribution approved a Business Plan of £7.7 million for the undergrounding of overhead lines in National Parks and Areas of Outstanding Natural Beauty and the South Devon AONB are being asked to identify potential sites.

Cllr Maurer is meeting with the Adam Davison from the AONB at the end of April with regards to this.

**C/402/18 - To receive an update regarding the Kingswear manual pump.**

Cllr Maurer and the Clerk met with John Jones from the Steam Railway. He agreed we could have a donation box on the station and in the cafe to raise funds for the restoration of the engine. Mr Jones has kindly donated £200 on behalf of the Railway Company.

Mr Jones has said that the canon could also be sited on the platform if the Council wishes to do so.

**C/403/18 - To receive an update from the Clerk – Unity Trust Bank.**

The Council's new accounts with Unity Trust Bank have been opened and funds will be transferred from the Council's current bank to enable the Clerk to start processing transactions.

The authorised signatories and electronic banking users for the new accounts will need to be amended to reflect the new Council post election. Once these have been updated, the Council may then start using the electronic banking option available with the new accounts.

**C/404/18 - To review NACO guidance in relation to 'Operation London Bridge' and agree future actions required.**

The Council discussed what preparations would be required in the event of a death of a Sovereign or Senior National Figure. It was agreed that the Clerk would implement the Council's Protocol on formal announcement of the death. The Clerk will liaise with the Church to advise them of the protocol required for flag flying during the period of mourning. Permission also needs to be sought from the Church with regards the use of the Churchyard to lay floral tributes. The Clerk will ensure a loose leaf-book of condolence, a white table-cloth, black arm bands and photographs of members of the Royal family are available in readiness. Advice will be sought with regards to website requirements.

**C/405/18 - To discuss arrangements for the Annual Parish Meeting and agree future actions required.**

The Village Hall has been booked for Monday 20<sup>th</sup> May from 6.30pm. The Clerk advised that PC Vaughan will be speaking at the event and it was agreed that the Harbour Master and the School Headmaster would also be invited. A speaker would also be sought to provide a Defibrillator / CPR demonstration.

**C/406/18 - To agree the use of Jubilee Park for the Family Fun Day on Sunday 8<sup>th</sup> September 2019 and to cover the cost of providing insurance for the event.**

The Council approved the use of Jubilee Park for the Family Fun Day and agreed to cover the cost of insurance for the event.

**C/407/18 - To receive an update regarding the Fore Street lights and agree future actions required.**

Please see Cllr Hawkings District Councillor report for this update.

**C/408/18 - To discuss the replacement of the War Memorial at the slipway and agree future actions required.**

The Council agreed the War Memorial on the slipway needed to be replaced. Further research is required with regards to the design of the Memorial and contractors will need to be sought.

**C/409/18 - To resolve to approve the Standing Orders and Financial Regulations for the Council.**

It was resolved to approve the Standing Orders and Financial Regulations subject to the Clerk verifying the inclusion of:

'Unless the position of Chairman is unopposed, no Councillor can be elected as Chairman for more than two years, during the four year term of office.'

**C/410/18 - To resolve to approve the Financial Risk Management Register.**

It was resolved to approve the Financial Risk Management Register.

**C/411/18 - To propose agenda items for May Meeting.**

- i) To reform the Residents Parking Group.
- ii) To discuss the refurbishment of the Wishing Well.
- iii) To discuss the refurbishment of the Canon.

**C/412/18 - To discuss items of a confidential nature and resolve that in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sub section 2, and the Local Government Act 1972 Section 100A sub sections (2) and (4) that the public and press be excluded from the Meeting in view of the items to be discussed**

*The Meeting ended at 8.35pm*

**Minutes Approved:** ..... Councillor L Maurer – Chairman

## **Appendix 1**

### **Report from Cllr Payne concerning sending out over Easter the new Proposal from DCC Highways for a Parking Scheme for Kingswear village for the April Meeting.**

As you know over 70% of those who responded to the questionnaire last September supported the proposal. As a result of feedback, Devon Highways have slightly modified the proposal and the Working Group request that the modified proposal be sent to all in the Parish for them to vote.

I have recently sent all Councillors a copy of the form to go out and thank you for the amendments received. I have put in the relevant amendments as requested. Neil Oxtan from Highways has not yet sent me a modified map that accompanies the form, but a copy of the draft with its amendments has also been forwarded to Councillors. One quote has been obtained for printing the forms - £300.

**Voting arrangements.** Hilary Bastone has suggested a good and fair way to conduct the poll - using the Post Office for a ballot box and that councillors collect the voting forms and count them. So I would like to suggest two neutral Members Eileen Parkes, chairman of the Neighbourhood Plan Steering Committee and Hector Newcombe along with Dave Mundy as a representative of the Working Group. The voting should take place between 19<sup>th</sup> April and 9<sup>th</sup> May and at 10am on 10<sup>th</sup> May those three collect the ballot box from the Post Office and go straight to the Village Hall and count the votes.